

## ***COUNCIL MEETING***

### ***November 13, 2012***

---

The regular meeting of Mayor and Council was held on the above date with Council members Dias, DeBenedictis, Lightcap, and Letterman present with Mayor Horn presiding. Recording Secretary Sue Muncey, Town Foreman Hurlock, Chief Hill, Doug Barry, Al Hill, Bob Botsford, Howard Blackstone, Russell Johnson, Tony Ashburn and Jenn Dailey were also in attendance.

#### **1. Approve Minutes:**

*Council Meeting 10/08/12 – motion made by Mrs. DeBenedictis seconded by Mr. Dias. Motion carried unanimously.*

*Budget Committee Meeting 10/16/12 – motion made by Mr. Dias seconded by Mrs. DeBenedictis. Motion carried unanimously.*

*Street Committee Meeting 10/17/12 – motion made by Mr. Lightcap seconded by Mr. Dias. Motion carried unanimously.*

*Personnel Committee Meeting 10/24/12 – motion made by Mr. Lightcap seconded by Mrs. DeBenedictis. Motion carried unanimously.*

*Budget Committee Meeting 10/24/12 – motion made by Mr. Dias seconded by Mr. Lightcap. Motion carried unanimously.*

#### **2. Treasurer's Report:**

*Moved by Mr. Dias seconded by Mr. Lightcap to approve the Treasurer's Report as presented. Motion carried unanimously.*

#### **3. Communications:**

- Mrs. DeBenedictis read communications (see attached)

#### **4. Chief of Police:**

- Chief Hill met with Office Highway Safety to discuss a federal grant to fund technology. He wants to purchase body cameras for officers will apply for a \$50,000 grant.

#### **5. Town Foreman:**

- Mr. Hurlock stated we fared well with Hurricane Sandy. Recorded 9" of rain. We called all our medical customers to make sure they were prepared.

#### **6. Inspections/Enforcement:**

- Mr. Hurlock - Researched building issue from Wheatley's Pond – was certified through FSIA.

#### **7. Electric:**

- Mr. Hurlock - Started the electric upgrade.

**8. Street:**

- Mr. Hurlock – Overlaying being done in Town will try to be done by Thanksgiving. Providence Crossing is having overlaying being done.

**9. Water/Sewer:**

- Mr. Hurlock - water leak repaired in Clayton Courts.

**10. Personnel:**

- Mr. Lightcap – have some upgrades and they will be brought up in new business.

**11. Budget:**

- Mr. Letterman – everyone has a current copy of the budget. Place the 2013 Budget on December's Council Meeting.

**12. DEMEC:**

- Christmas Luncheon December 11<sup>th</sup>
- Training – January 17<sup>th</sup> PJM101 @ DEMEC

**13. Planning & Zoning:**

- Mr. Hurlock – preliminary subdivision meeting with St. Joe's will be split into 4 parcels.

**14. New Business:**

- Smyrna/Clayton July 4<sup>th</sup> Association Christmas Parade – November 23<sup>rd</sup> at 4 p.m.

*Motion made by Mr. Lightcap to approve the Christmas Parade seconded by Mr. Dias. Motion carried unanimously.*

- Final Site Plan for Ovations - Doug Barry from Pannoni Associates and Tony Ashburn are requesting final subdivision approval. Mr. Letterman – all permits met? Mr. Letterman – How does the proposed subdivision affect us? Mr. Hurlock - puts us close to capacity for sewer. Mr. Hurlock recommends approval. (see attached documentation)

*Motion made by Mr. Letterman to approve the Final Site Plan for Ovations and remove the fencing stipulation seconded by Mr. Dias. Motion carried unanimously.*

- Repeal and readopt "Section 5.1-3 Amendments" of the Clayton Subdivision Ordinance (see attached documentation) – Mrs. DeBenedictis read.

*Motion made by Mr. Lightcap to accept the Subdivision Ordinance as presented seconded by Mr. Dias. Motion carried unanimously.*

- First State Inspection Agency Property Maintenance Inspection Agreement – Mr. Hurlock stated this is to basically enforce the code enforcement on dilapidated homes.

***Motion made by Mr. Dias to accept FSIA to enforce inspections on dilapidated homes in the Town of Clayton seconded by Mrs. DeBenedictis. Motion carried unanimously.***

- Removal Recycle Bins on Public Works lot – Mr. Hurlock - the recycle bins are at the water treatment lot. With removing the recycle bin the town crew could put up a fence. There are people going on the property and vandalizing. If you do not have recycle bins then the residents elected not to have the recycle bins.

***Motion made by Mr. Dias to accept the removal of recycle bins on Public Works lot seconded by Mrs. DeBenedictis. Motion carried unanimously.***

- Cell Phone Reimbursement – Mr. Letterman stated that all department heads have company cell phones except the office manager. She should be reimbursed for the cell phone use of \$25.00 since she uses it to contact the Town Foreman and Council.

***Motion made by Mr. Letterman to accept the cell phone reimbursement of \$25.00 to the Office Manager seconded by Mr. Lightcap. Motion carried unanimously.***

- Purchase Backhoe for Public Works Department – Mr. Hurlock to purchase a backhoe not to exceed \$40,000. In the meantime we have located one. There was a water leak and they were able to use the backhoe. If you do see a contractor in town they are repairing State- owned roads. This was in this year's budget to purchase a backhoe.

***Motion made by Mr. Dias to accept the purchase of a backhoe for no more than \$40,000 seconded by Mrs. DeBenedictis. Motion carried unanimously.***

- Clayton Tavern three 15- minute parking spots – Mr. Lightcap – the Town received a request from Clayton Tavern for 3 parking spots for 15- minute parking. The two parking spots in front of the tavern and the first parking spot on the north side. Mr. Letterman – Is this going to be painted on the street? Correct.

***Motion made by Mr. Lightcap to accept the three 15 minute parking spot for Clayton Tavern seconded by Mr. Dias. Four approved and one opposed (Mrs. DeBenedictis).***

- Smyrna Avenue and Dickerson Street – Painting curb yellow on townhomes side and no parking signs on north side – Mr. Lightcap talked about the issue on

Dickerson and Smyrna Avenue. On Smyrna Avenue to the second driveway no parking on the north side. On the Townhouse side to paint yellow 20 ft.

***Motion made by Mr. Lightcap to accept the no parking signs on the north side of Smyrna Avenue and paint the curb yellow on the Townhouse side 20 feet seconded by Mr. Dias. Motion carried unanimously.***

- Wheatley's Pond Townhomes – signage at entrance Children at Play – Mr. Lightcap stated the president of the HOA was here and would like something done at Wheatley's Pond Townhomes with the speeding issue. The first thing is placing Children at Play and then goes to stop signs and have police patrol more frequently.

***Motion made by Mr. Lightcap to accept the Children at Play in Wheatley's Pond Townhomes seconded by Mr. Dias. Motion carried unanimously.***

- Administrative Department Upgrades - Mr. Lightcap to upgrade our clerk to an office manager and make the part-time position to a full-time position as of January 1, 2013.

***Motion made by Mr. Lightcap to promote the clerk to an office manager and make the part-time position to a full-time position effective January 1, 2013 seconded by Mr. Dias. Motion carried unanimously.***

#### **15. Public Forum:**

- Al Hill – Speeding in Wheatley's Pond? Mr. Lightcap – there is no speed limit sign on the Children at Play sign. Chief Hill - has had police officers in the development and hasn't noticed speeding. He said it might look like they are speeding because of it being a confined space.

#### **16. Adjournment:**

***Moved by Mr. Dias and seconded by Mr. Lightcap to adjourn. Motion carried unanimously.***

Recording Secretary,

Sue Muncey